GRANTS MANAGEMENT MEMORANDUM
2010-011

DATE: July 6, 2010

TO: All California Emergency Management Agency Subgrantees & Interested Parties

FROM: Homeland Security Grants

RE: Tribal Equipment Assistance Program

Program Background

In November of 2008, the U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) released the Fiscal Year 2009 (FY 09) Homeland Security Grant Program (HSGP) Guidance and Application Kit. In that document, DHS/FEMA strongly urges States to work with Tribal Nations to achieve homeland security goals and objectives. To that end, the California Emergency Management Agency (Cal EMA) is announcing the application process for the Tribal Equipment Assistance (TEA) Program. The TEA Program is a new initiative under the FY 09 HSGP intended to build on the prevention, protection, response, and recovery capabilities within California tribal nations.

Program Details

The TEA Program will provide a total of $200,000 for equipment to interested California Tribal Nations. Applications will be considered by Cal EMA for eligibility based on the DHS/FEMA Authorized Equipment List (AEL) and the scoring criteria identified below. The 21 allowable equipment categories and up-to-date equipment standards for the HSGP are listed on the web-based version of the AEL on the Responder Knowledge Base (RKB), at *http://www.rkb.us*. Unless otherwise stated, equipment must meet all mandatory regulatory and/or DHS-adopted standards to be eligible for purchase using these funds. In addition, California Tribal Nations will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment. HSGP funds used to purchase Interoperable Communications Equipment (Category 6) carry a requirement to consult SAFECOM's coordinated grant guidance, which can be found at *http://www.safecomprogram.gov*.

1. Application Rating

   Eligible applications received by the deadline are generally rated by a three member team. The raters' scores are averaged and then ranked numerically.

Scoring Criteria: The Grant is competitive. Therefore, scoring criteria have been established. Subgrants will be awarded to the top-scoring applications until all the allocated funding is awarded. Applications will be scored as follows:

- A description of your current homeland security operations.   5 points
- A description of how this equipment would improve your current homeland security operations.   5 points
- A description of how the equipment will be purchased within the performance period of the grant.   5 points
- A description of how the equipment will meet a Cal EMA Goal and/or Objective.   5 points

2. Funding Recommendation

Final Funding decisions are made by the Secretary of Cal EMA. Funding recommendations are based on the following:

- The ranked score of the application.
- Consideration of funding priorities or geographical distribution specific to the TEA Program.
- Prior negative administrative and programmatic performance, if applicable.

Projects previously funded by Cal EMA will be reviewed for past compliance, including fiscal management, progress and annual reports, audit reports, and other relevant documentation or information. This review may result in one or more of the following actions:

a. The project may not be selected for funding.
b. The amount of funding may be reduced.
c. Grant award conditions may be placed in the Grant Award Agreement.

3. Notification Process

Applicants will be notified in writing of the results of the rating process. Applicants not selected for funding will receive a denial letter containing their average score and information on the appeal process.

Grant applications are to be submitted using the Financial Management Forms Workbook (FMFW). A Governing Body Resolution and signed Grant Assurances must accompany the FMFW. The total costs must be detailed in the FMFW. Applications must be received at Cal EMA by **August 6, 2010.**

The Office of Grants Management will review and approve projects submitted which meet the criteria based on the AEL and the scoring system established for this program. All projects shall be completed within the federal performance period, ending April 30, 2012. All applicable FY 09 HSGP rules remain in effect for this program. For further assistance, please feel free to contact Joseph Anderson, in the Grants Management Division at Joseph.Anderson@calema.ca.gov or 916-322-9067.

Sincerely,

Brendan A Murphy
Director of Grants Management